

Minutes of the Comprehensive Planning Committee
Wednesday, January 7, 2015

Committee: Ted Brumleve, Chairman
Bettie Jackson
Ray Clifford
Paul Doyle
Ann Gallelli, Village Board Liaison

Absent: Jeremy Ezra
Laura Fallon

Also Present: Daniel O'Connor, Village Engineer

1. Approval of Minutes

Chairman Brumleve requested that approval of the minutes of November 19, 2014, be postponed until the next meeting.

2. Accessory Apartments

The committee continued to discuss the draft revision to Section 230-41 of the village code on accessory apartments.

Ms. Gallelli noted that in Paragraph B the code should read that the application fee is set by the Village Board, not the Planning Board, since the Village Board sets all fees.

The committee members discussed what length of time a new owner needed and should be allowed to apply for an accessory apartment. Mr. Doyle asked why an accessory apartment doesn't run with the property. The Village Engineer explained that the code requires that the owner occupy one of the dwelling units, and therefore it is the owner who must apply for the accessory apartment.

The committee discussed the conditions and time frame in which Planning Board approval for an accessory apartment becomes null and void. The committee came to an agreement that approval of an accessory apartment shall become null and void within 90 days of any of the following events: 1) if there is a change of property ownership, 2) death of the property owner, or 3) change in residence of the owner.

Ms. Gallelli noted that one of the reasons for Planning Board approval had to do with the effect an accessory apartment might have on the neighborhood. Notification of neighbors within 100 feet of the property provides the public (and the neighbors) an opportunity to speak on the application.

Chairman Brumleve stated that a revised text would be prepared for the next meeting in February.

3. Commercial Development and Planning

As a follow-up from November meeting's discussion about a signage plan to promote the village's history and heritage by providing direction to different locations in the village, Mr. Clifford prepared and presented a power point presentation which reviewed and suggested some recommendations for gateway and way-finding signage.

The presentation included examples of signage currently used by surrounding communities; some sample recommendations for signage concepts going forward; and a review of some of the strengths and limitations of existing village signage at gateways and other strategic locations.

Chairman Brumleve suggested that the committee review a map of the village and identify and prioritize the signage at half a dozen or so locations in the village. The committee agreed that the signage review is being pursued in the context of the committee's mission to review the Comprehensive Plan's targeted areas of improvement. The committee noted that the VEB and the community would be involved in the process.

Chairman Brumleve stated that he hoped the committee would be able to give a preliminary status report on some actionable steps to the Village Board. The goal of the committee should be to craft a half a dozen achievable goals in order to update the Village Board before the Budget process begins in late March. In order to arrive at these goals, it may take two meetings in February, the dates to be determined.

The meeting was adjourned at 9:35 p.m.

Respectfully submitted,

Ronnie L. Rose
Secretary to the Comprehensive Planning Committee